

MARK L. JACKSON

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CAREER OBJECTIVE To combine international economic development experience with a solid business and technical foundation to create innovative, sustainable business solutions in a high energy, team-based environment.

EXPERIENCE

UNITED STATES PEACE CORPS, BULGARIA

[08/03 -Present]

Economic Development Volunteer [08/03 - Present]

Ranked in top 5% of Volunteers for project fundraising

- European Integration Department, Shoumen Municipality
 - Consultant to local businesses, including: marketing, efficiency, management
 - Managed project funding; sources included: the United Nations Development Program, European Union, USAID and US Embassy
 - Developed organizational project planning strategies - stressing sustainability
 - Prepared a municipal strategy to aggressively attract foreign investment
- Secondary Projects
 - Taught weekly University English courses, required for graduation
 - Worked with local social organizations to increase their fundraising capacity

Chairman, Volunteer Action Committee [11/03 - Present]

- Charged to identify/resolve volunteer issues about the Bulgaria program
- Reported directly to the Country Director and Senior Staff
- Created agendas and led quarterly meetings of senior staff and volunteers

NAPERVILLE, IL PARK DISTRICT

[Summers '97 - '03]

Head Lifeguard [2000 - 2003]

- Managed crew of forty lifeguards; with authority to dismiss employees
- Refocused training to develop team-based problem solving in critical responses
- Maintained a perfect 'Platinum' rating on external monthly staff audits
- Proposed staff retention program to the city council; resulted in more experienced staff and higher safety ratings
- Led preseason instruction; over sixty hours of training per staff member

Assistant Head Lifeguard [1999]

- Created daily schedule and authorized paid hours of Lifeguards

Lifeguard [1997-1998]

- Developed teamwork and leadership skills through constant group training

EDUCATION

KELLEY SCHOOL OF BUSINESS, Indiana University

[08/99 - 05/03]

Business Process Management, Bachelor of Science

- Overseas Studies, Maastricht, Netherlands [01/02 - 05/02]
- Philanthropy Coordinator, Sigma Chi Fraternity [01/01 - 04/01] [01/03 - 04/03]
- Scholarship, Indiana University Faculty Award [08/99 - 05/03]

TECHNICAL SKILLS

Microsoft Office, Adobe Photoshop, Relational Databases, HTML, Visual Basic, VBA, ASP.NET, SAP, ABAP, and C Programming

LANGUAGE SKILLS

Bulgarian: Spoken - Intermediate High; Written - Intermediate Low